

MINUTES

UTAH LANDSCAPE ARCHITECT LICENSING BOARD MEETING

April 13, 2004

**Room 428 – 4th Floor – 9:00 A.M.
Heber Wells Building**

CONVENED: 9:10 A.M.

ADJOURNED: 11:10 A.M.

Bureau Manager:
Board Secretary:

Dan S. Jones
Ann Naegelin

Board Members Present:

Fredrick S. Liljegren
Grant Smith
Randall C. Boudrero, Chairman
Sumner M. Swaner

Board Members Absent:

Michael L. Timmons

Guests:

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Read and approve the September 16, 2003 minutes.

Grant Smith made a motion to approve the minutes as written. The board vote was unanimous.

NEW BUSINESS:

Introduction of Division Staff

Dan S. Jones was introduced as the new Bureau Manager and Ann Naegelin was introduced as the new Board Secretary.

CORRESPONDENCE:

CLARB Correspondence

The board reviewed the following CLARB correspondence:

1. Notification of Dickson F. Demarche as President of CLARB. No action taken.
2. Update on computer administered LARE. No action taken.

3. Changes to the Administration of the LARE. No action taken.
4. Clarification about the computer administered LARE. No action taken.
5. Administration of the LARE. No action taken.
6. Landscape Architectural licensure and continuing education pamphlets. No action taken.
7. CLARB financial report for the year ending September 30, 2003. No action taken.

UASLA Correspondence

The board reviewed the following UASLA Correspondence September/October Newsletter, November/December Newsletter, and January/February Newsletter. No action taken.

Letters from State Board regarding Computer Administration of the LARE

Letter from the California, Maryland and South Carolina Boards were reviewed. Mr. Boudrero and Mr. Liljegren requested copies of these letters. No action taken.

DISCUSSION ITEMS:

Update on Consolidation of Boards

Mr. Jones updated the Board on the consolidation of the Boards.

2 year Renewal versus 4 year Renewal

Mr. Jones explained that the majority of professions renew on a two-year cycle. The renewal cycle will remain on a two-year cycle.

Report from Mr. Boudrero on the November 2003 DOPL seminar in Cedar City.

Mr. Boudrero reported that he did not attend the 2003 DOPL seminar in Cedar City. The number of people attending was not sufficient enough for Mr. Boudrero to attend. The Board discussed the need for future seminars. The Board is concerned that there is some confusion regarding the need for original signatures on the original plans.

Meeting with Sandy City Attorney

Mr. Boudrero indicated that he, Doug Vilnius and a DOPL Investigator met with the Sandy City Attorney regarding submittal of site plans for approval. Three cities have adopted ordinances that would allow a non-licensed professional to submit a site plan for large commercial projects. Mr. Jones will follow up on this meeting with the investigator.

Education and Enforcement Fund Update

Mr. Jones submitted information on the Education and Enforcement Fund balance. A motion was made by Mr. Swaner to approve the financial report. Mr. Smith seconded the motion. Vote was unanimous.

A motion was made by Mr. Liljegren to fund one person to attend the CLARB Fall Conference beginning September 23 in Philadelphia. Mr. Smith seconded the motion. Vote was unanimous.

2004 Board Meeting Schedule Update

The next meeting was scheduled for September 9, 2004. Future meeting will be scheduled on the second Thursday of March and September.

LARE Statistical Reports

The LARE statistical reports were reviewed. The Board is concerned that some areas have a high failure rate.

Report from Mr. Boudrero on the Spring Conference.

Mr. Boudrero reported the following from the CLARB Spring Conference.

The Continuing Education Committee discussed adding continuing education to the model law. Mr. Boudrero will report back to CLARB that courses should be cost effective and they should be readily available, such as electronically.

The Communication Committee discussed ways to increase communication. Suggestions were made to open a forum on the CLARB website, have Board Member training available, contact with the states by the Regional Director, and minutes of the Board of Director meeting should be sent to the Boards.

The Governance Committee will continue to review the model law.

The President reported on C2ED, a continuing education course for design professionals. C2ED is a subsidiary of CLARB. Mr. Boudrero will see if he could be allowed to complete a course at no cost to determine how valuable the courses are.

Fredrick Liljegren

The Board thanked Mr. Liljegren for his nine years of service to the Board.

NEXT MEETING SCHEDULED FOR:

September 9, 2004

MEETING ADJOURNED AT:

11:10 a.m.

Date Approved

Chairperson, Utah Landscape Architect Licensing
Board

Date Approved

Bureau Manager, Division of Occupational &
Professional Licensing